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CITY HALL • 1 FRANK H. OGAWA PLAZA, 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor
Honorable Ronald V. Dellums
Mayor

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Letter of Appointment

October 20, 2009

The Honorable City Council
One City Hall Plaza, Second Floor
Oakland, CA 94612

Dear President Brunner and members of the City Council:

Pursuant to City Charter section 601, the Mayor has appointed the following person as member of the following Board or Commission, subject to City Council confirmation:

Cultural Affairs Commission

Jacinda Abcarian, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat previously held by Marcel Diallo.

Eric Farber, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat previously held by Uday Joshi.

Stephanie D. Geter, Mayoral appointment to serve the term beginning May 8, 2008 and ending May 7, 2011, filling the seat previously held by Nicole Neditch.

Sean Kennedy, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat previously held by Jonathan Owens.

Tatiana Larkin, Mayoral appointment to serve the term beginning May 8, 2007 and ending May 7, 2010 filling the seat previously held by Lolita Ratchford.

Chris De Benedetti, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012, filling the seat previously held by Esteban Sabar.

Joyce Gordon, Mayoral reappointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat she previously held.

Jacqueline Boggan, Mayoral reappointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat she previously held.

Thank you for your assistance in this matter.

Sincerely,


Ronald V. Dellums
Mayor

Jacinda Abcarian

RELEVANT PROFESSIONAL EXPERIENCE

Youth Radio, Oakland, CA

Executive Director (10/07-present)

Work directly with the President and Board of Directors to lead all aspects of award-winning, national youth development and media arts organization. Oversee operations including multiple innovative youth programs, a staff of 25 full time employees and more than 40 part time youth staff. Develop and maintain strategic partnerships with other community and arts organizations that help Youth Radio fulfill its mission. Work with youth ages 14-24, staff and board to create and implement new initiatives at our headquarters in the Bay Area and our bureaus in Los Angeles, Washington, DC and Atlanta. Lead efforts to diversify Youth Radio's funding base to include new streams of support from public and private sources including the County of Alameda, the City of Oakland, W. K. Kellogg, Blue Shield, James Irvine Foundation, the California Endowment, Surdna, and the National Science Foundation. Manage annual organizational budget of 3.2 million, review/approve contracts, expenses and payroll. Hire, coach out or terminate staff as needed. Contribute to major proposals and press releases. Lead community forums and events that highlight concerns and accomplishments of the nation's most disenfranchised young people.

Managing Director (10/04-9/07)

Worked with President and Deputy Director to oversee multiple youth development programs and services including case management and academic advising for at risk youth. Worked with media production and education staff to launch an Arts and Culture Desk, Environmental Desk, International Desk and Health Desk in the newsroom. Contributed to evaluation process and curriculum development. Wrote grant proposals and reports. Prepared board meetings and led site visits from major funders. Organized youth and staff for participation in special conferences and community events.

Development Director (10/00-9/04)

Oversaw and coordinated all fundraising and stewardship efforts including annual appeal mailings to individual donors, site visits by prospective and current funders, and submission of proposals to public and private foundations. Supervised part time grantwriter and full time development associate.

Senior Reporter/Producer (11/95-9/00)

Conducted media advocacy/literacy workshops for youth groups throughout the state as part of the California Wellness Foundation's statewide Violence Prevention Initiative. Produced news features and public affairs shows on NPR affiliates, KQED-88.5 FM and KCRW 89.1FM (in LA) and on top rated commercial Clear Channel stations Wild 94.9

FM and Z95.7 FM. Conducted editorial meetings with reporters, assigned duties and oversaw all booking and production. Consulted and trained staff in radio production at the Latin American Youth Center in Washington, DC.

EDUCATION

University of California, Berkeley, 2003-2005
Bachelor of Arts in Sociology, December 2005

Peralta Colleges, 1993-2002 (very part time with multiple years off in between)

Berkeley High School, 1989-1993

HONORS/AWARDS (partial list)

- **George Foster Peabody Award** from the **Henry W. Grady College of Journalism and Mass Communication at the University of Georgia**, for the organization of Youth Radio for *activities enabling thousands of teenagers to express their views, to experience civic engagement and to develop critical thinking skills, teamwork and self-esteem.* (Managing Director, 2002)
- **Golden Reel Award** from the **National Federation of Community Broadcasters** for *Accidental Shooting*, **National Public Radio**, (Reporter/Producer, 2000)
- **Special Merit Award** from the **NFCB** for Public Affairs Programming, *Youth Radio on KQED-FM* (Producer, 2000)
- **Alfred I. DuPont-Columbia Silver Baton Award**, *Emails from Kosovo*, **NPR** (Producer, 1999)
- **Silver Reel Award**, **NFCB** for *Poetry Slam*, **KPFA-FM** (Reporter/Producer, 1999)
- **Golden Reel Award**, **NFCB** for *Youth Voices on Kosovo*, aired on **Public Radio International**, (Host/Producer, 1999)
- **Commendation Award**, **American Women in Radio and Television**, *Sexist Lyrics* (Reporter/Producer, 1994)

INTERNSHIPS/TRAINING

CompassPoint, San Francisco, CA
ED 101 (3/08)

Completed executive-level 3-day curriculum of management practices providing instruction and skills-building exercises for Executive Directors. Seminar topics included: Leadership and Management, Financial Management & Accountability, Boards, Governance & Strategic Planning, Fundraising, and Human Resources.

University of California, Berkeley, Berkeley, CA
Student Family Housing Advocate (11/04-1/05)

Eric J. Farber

Biography

Eric J. Farber is the owner of Farber & Company Attorneys located in Oakland, California. His practice focuses on day-to-day issues for athletes, entertainers, film, music and media companies and their related entities.

Mr. Farber is considered an expert in several areas including intellectual property, celebrity rights of publicity and sports properties. In addition, Mr. Farber has litigated dozens of matters in the areas of copyright, trademark, rights of publicity, real estate litigation as well as complex personal injury.

He represents numerous entertainers in record, television, film and literary properties. The following is a non-exhaustive list of Mr. Farber's present and past client: Amaru Entertainment, Inc. (the Estate of Tupac Shakur), Amaru-AWA Merchandising, Inc., The Eazy-E Estate, Ruthless Records, Live Universe, Inc. (created by the founder of MySpace.com), Matt Kirby (games inventor "Apples to Apples") and several professional athletes including Rudi Johnson (Cincinnati Bengals), Willie Anderson (Cincinnati Bengals), Patrick Williams (Minnesota Vikings), and Gaines Adams (Tampa Bay Bucs), Pro Boxers Andre Ward (Oakland's Olympic Gold Medalist) and Karim Mayfield and Extreme Sports star Joby Ogwyn (National Geographic International's "The Adventurist") and East Bay based Sports West Football Agency.

Mr. Farber was named to the Northern California list of Superlawyers in 2006, 2007 and 2009 the National Superlawyers Corporate Counsel list for 2008 and 2009. He is a former adjunct professor at Golden Gate University School of Law teaching classes in Sports Law, Film and Television Law and the Constitution and Entertainment. Mr. Farber is the Current President of the Lawyers' Club Inns of Court and is a long time resident of Oakland, California.

Curriculum Vitae

Education:

Arizona State University (B.A. 1989)
Golden Gate University School of Law (J.D. 1993)

Admissions & Courts:

United States Supreme Court
Ninth Circuit Court of Appeals
Northern, Central, Southern, Eastern Districts of California
Supreme Court of California

Memberships and Affiliations:

Current President, Inns of Court, Lawyers' Club Chapter
The Lawyers' Club of San Francisco, former Board Member
American Intellectual Property Law Association
Sports Lawyers Association

Recent Speaking Engagements

Panelist, Institute for International Film Finance, *Navigating Talent Agents, Managers, Lawyers*, San Francisco, California, January 2009

Guest Speaker, Bar Association of San Francisco, *Protecting the Legacy of Tupac Shakur*, San Francisco, California, March 2008

Panelist, Chapman University Symposium on Sports and Entertainment Law, *Celebrity Rights in the New Media Age*, February 2008, Orange, California.

Speaker, Center for International Legal Studies, *Trademark Implications of Pay-Per-Click Advertising*, March 2006, Kitzbuhel, Austria.

Radio Guest, *Celebrity Domain Name Disputes*, KGO 810, San Francisco, California

Radio Guest, *Lawyering for Sports Clientele*, KGO 810, San Francisco, California

Guest Instructor, University of San Francisco Annual Intensive Advocacy Program, 2005-2008

Published Articles and Press Coverage

"Online Retailer Liability: The DMCA Defense?" co-author, Intellectual Property Today

"U-La-La – What Has Happened to the California Right of Publicity" Author, Chapman University Law Review, © 2008.

Press

The Recorder, *California Bar Charges Former Deputy DA With Defrauding Athlete, Mike McKee*, 1-26-05 © 2008 ALM Properties

TMJ4, You News TV, *Former Packer Sues New Team*, Lance Allan, © WTMJ-TV 2007

Sean Kennedy

Professional Goals

My goal is to obtain employment with a cutting edge firm with upward mobility opportunities leading to Senior Vice President and or Director Marketing and Promotions with Client and Creative Services where I can use my leadership, interpersonal and organizational skills.

Summary

Creative marketing professional offering 15 years of experience with a proven track record of success from initial concept through project completion. High-energy, results-oriented leader recognized for initiative, flexibility, and enthusiastically meeting deadlines. Excellent negotiating, closing and communication skills.

Summary of Qualifications

- Entrepreneur with over 15 years of successful directorial experience in marketing, advertisement, & promotions, consultation services for various companies nationally, trade show/event planning, merchandising, visionary thinking, distribution, new business development, contracts, negotiations & product promotion
- Extensive knowledge of New Media/Content & Providers
- Exceptional track record of developing and implementing marketing and sales strategies.
- Experience selling into small business market segment on a large scale.
- Solid experience in SEO/SEM,EMAIL/Lead Generation and Direct Marketing
- Exceptional understanding of Web 2.0 concepts, marketplace and trends
- Creative marketing liaison between advertisers, sales and entertainment business
- Extensive comprehension in all aspects of lifestyle, tweens, college, general and urban marketing, social networking web site, strategic and brand marketing, advertising, partnerships, retail, events, sponsorships, mobile marketing, radio, product placement/product integration outdoor advertisement and sampling.
- Strong leadership skills with the ability to manage, motivate, and lead people.
- Maintain strong time management and organizational habits within the department
- Ability to work collaboratively with other departments through openness to teamwork and sharing information
- Extensive knowledge and experience with national music concert tours.
- Proven excellent public speaker.
- Proficient with Camera Panasonic HVX/200B HD and DVX 100B/Editor using the Sony Vegas 6.0.7.0.8.0
- Extensive knowledge and experience in all aspects of the music business
- Proficient in all MS office Products Word, PowerPoint, Excel
- Knowledgeable in Adobe Suite Products Photoshop, Illustrator

Professional Experience

ILL Trendz Marketing, Advertisement & Promotions, Oakland CA.

1995 to Present

CEO/Owner

As the CEO/Owner I close deals negotiate new ones, examine and analyze statistical data to forecast future marketing trends. Negotiate and purchase space in national and international publications. Meet with company representatives to determine marketing goals and target markets. Negotiate, purchase, and schedule national and international newspaper, radio, and outdoor advertising. Develop and manage marketing campaigns for major clients, including campaigns for healthcare products, food products, and travel destinations. Design and manage marketing programs including promotional strategies, brand integrity, and marketing collateral. Identify advertising markets utilizing demographic surveys, participate in trade shows and special events. Provided creative direction, strategy,

and marketing support to new venture and direct concept formation, presentations, design and production of advertising campaigns for popular musical groups. Review and revise marketing copy for print, radio, and television advertisements.

Moses Music, 9106 International Blvd Oakland CA 94603
Sole Proprietor

2004 to 2008

As the sole proprietor I am responsible for planning and preparing all work schedules and assignments of each employee to specific duties. I hire, train, and evaluate personnel in sales and marketing and review sales and inventory reports. Coordinate sales promotion activities and prepare merchandise displays and advertising copy. Oversee all records pertaining to purchases and sales and formulate pricing policies on merchandise according to requirements for profitability of store operations. Examine merchandise to ensure that it is correctly priced, displayed and function as advertised. Listen to and resolve customer complaints regarding service, product, and personnel. Develop and maintain relationships with buyers, owners, and wholesale managers. Perform all merchandise purchasing, planning and promotional strategy to maximize sales volume, gross margins, and inventory turnover. Perform all research for new marketing methods in an ongoing effort to increase impact on target-customers. Maintain responsibility for daily operations, banking, loss control, payroll, budgeting, and staff development for facility.

ILL Trendz Films Oakland CA.

2005 to Present

New Media Content Provider/Videographer

Edit film and video tapes to insert music, dialogue, and sound effects and correct errors using editing equipment. Review assembles and edits video tape on screen and monitor and make corrections. Trim film segments to specified lengths and reassemble segments in sequence that presents story with maximum effect. Evaluate and select scenes in terms of dramatic and entertainment value and story continuity. Supervise and coordinate activities of workers engaged in editing and assembling film scenes photographed by others. Study scripts and confer with producers and directors concerning layout and editing to increase dramatic and entertainment value of production. Produce educational and training films, videotapes & DVDs, including selection of equipment and preparation of scripts. Edit manuals, schedule programs and prepare reports outlining past and future programs, including content.

Source Magazine, NY, NY

1997 to 2002

Marketing Director Southern and Northern California/Urban Mobile Tours:

Selected products and accessories to be displayed at trade and special production shows for sampling. Prepared report of marketing activities. Coordinated promotional activities and shows to market products and services. Collaborated with project teams to drive overall sales objectives. Analyzed market research to recommend sales and marketing tools. Managed distribution of sponsor sample bags at major nationwide events. Coordinated all aspects of events including planning stages through completion. Supervised event merchandise development, situated posters in prominent positions across towns, and distributed leaflets and sample bags. Screened, hired and trained temporary personnel representing sponsors at sporting events. Delivered presentations at community events to increase awareness in community. Inspected and oversaw repairs and maintenance to equipment, vehicles, enforce standards for safety, efficiency, cleanliness, and appearance.

Accomplishments

- Implemented new marketing and promotions strategies for M&M Mars Corporation that improved sales by 3% regionally for Starburst Fruit & Cream Brand.
- Guided six successful tours with Mt. Dew (Pepsi) & Source Magazine which resulted in the sampling of 1.5 Million cold samples.
- Assisted and helped in the marketing, promotions and sales for more than Sixteen (16) million Records World Wide for Roc-A-Fella/Universal Records (JAY Z).

Tatiana Larkin

ENTERTAINMENT RESUME

Experience:

Head Banger Accessories – Commercial & Commercial Premiere, CA **2009**
Co-Producer/Production coordinator – Event Coordinator

Facilitates the production process by making sure that the cast has scripts, on time and making sure everything is within the budget, worked closely with the production the producer and director. coordinate the models to stay on point with the commercial time schedule, monitored the accessories line and hair and makeup crew, making phone calls, handling paperwork and assisted in the creation of the commercial. Coordinated the flow of the commercial premiere day of; preparation of the décor, set up and monitor of the registration table, raffle, photo booth, accessory table and VIP area. Assisted in the logistics on the time management of the event. Checked in all event participants. Pont of contact for any trouble-shooting issues.

Oakland Dynamites Football Association, CA - Business Development **2009**
Business Development Consultant

Help companies grow and expand by reaching new customers, responsible for developing new business avenues for companies, including sales, marketing, and customer service departments, gathering data regarding their customers' markets, intensive research pertaining to channel development, product development, and product distribution. Assist their marketing departments and help to develop new business strategies, conduct market analysis, and develop new and improved methods for marketing products through various new and traditional media. Create internal businesses flow material pertaining to; personnel, accounting, organization protocol manual, marketing and outreach strategies. Attend organization Board meetings and provide suggestions to troubleshooting issues.

California Connection Basketball Association, CA – Warriors Coliseum Basketball Showcase **2009**
Event Coordinator

Create all promotional material such as fliers and email blasts to schools, coaches and interested attendees, meet with basketball competition founder to discuss event logistics. Assist in the layout and selection of fine arts performances. Coordinated the confirmation of competition attendees such as; coaches and basketball players. Make sure that appropriate material was filled out and submitted. Assisted with the flow of the event day of. Monitored the schedule and announcers of the event. Maintained the time and scheduling of the basketball players and fine arts time slots. Informed the announcer and referees of any change in schedule issues and the promotion of sponsors and/or associated parties. Acted as the right hand contact of the Founder of the event on all event matters.

Razzmatazz Films, CA – TV Web series **2009**
Executive Assistant

Attend Executive board settings, attend Board Member meetings, create an e-mail, phone, address for various contacts that are in collaboration with the event, make reservations of rooms for Executive Board and Board Member meetings, call-outs, interviews, guest speakers, etc., take attendance prior to meetings in order to keep track of excused and unexcused absences, keep attendance at all meetings, e-mail announcements of Executive Board and Board Member meetings, e-mail any changes in schedule to Executive Board, make sure they know all details and respond promptly, plan end of the web series creation banquet, get information about the banquet to associated parties, make sure they know all details and respond promptly, purchase thank you plaques for all special events web series workers (i.e. actors, production crew, models and Director), plan any socials events to further increase promotions activity of the series such as; commercial premieres, fundraising and promotional events.

Ise Lyfe Productives, CA - Concert **2008**
Stage Manager

Maintain the production callboard, posting notices for cast and crews. Keep callboard neat so that information is not lost in a clutter of useless postings. Create a company roster that will contain accurate information as to assignment, address, and phone number of each performer/manager; completed at the initial company meeting. Prepare a prompt script that will eventually contain all blocking notations, plus cues for lights, sound, shift, orchestra, and what ever is necessary for the production. Maintain a production book that will contain all information necessary for the production: company roster, production and rehearsal calendars, prop list, daily rehearsal reports, any and everything pertaining to the production. Sound check move into technical rehearsals,

Tatiana Larkin

Objective: Seeking an opportunity in which I am able to utilize my strong project management & accounting skills in helping co-workers, as well as myself succeed in daily tasks.

Highlights:

- 10 years of experience in A/P, A/R, conference planning, admin support at the University of California
- 12 years entertainment event coordinating
- Resourceful: skilled in analyzing and solving problems
- Proven ability to effectively communicate with diverse groups of people
- Ability to adapt to an ever changing environment
- Excellent communications skills, high level of initiative; ability to work with minimal supervision
- Performs well under pressure, fast learner, readily accepts responsibility, committed to completing projects on time.

Experience:

Administrative Specialist, University of California, President's Office, Oakland CA. July 2006 – January 2009

Assist Business Manager in the review, analysis, and preparation of financial reports. This includes the review and analyze budgetary and expense activity; trending and forecasting of internal budgets; prepare projections of year-end balances; review, monitor and track charges and transactions for proper fund source application and accuracy. Perform background and historical research in support of a variety of projects and prepare regular and ad-hoc financial reports. Assist in the coordination of Office of Research sponsored meetings. This includes working with local, statewide and national planning committees, site and meeting planning representatives; developing and tracking event budgets; coordinating travel arrangements for participants; securing catering and audio-visual arrangements; distributing meeting materials; reconciling all invoices associated with meeting budget; and working with the Business Manager, Budget Analyst, MSO and unit Directors and Analysts to assure timely payment. Designated time reporter for the Office of Research. Ensure monthly time sheets are accurate and submitted on a timely basis. Answer questions related to time sheets, review files, reporting and accrual policies to ensure accuracy. As necessary, research previous time sheets and reports to resolve discrepancies. Maintain a database of employee vacation, sick leave and comp time accrual, which is updated bimonthly and used to verify time against submitted time sheets. Provide backup support to the Executive Secretary of the Vice Provost. Reconcile general ledgers for client departments. Assist client departments in drafting sole source justifications, exceptional expense, and exception-to-policy justification letters, when warranted, and ensure appropriate signature approvals are obtained. Make certain appropriate accounting unit (FAU) is entered for each invoice payment and/or reimbursement. Assist departments with the process of agreements, licenses, professional service agreements and independent consulting agreements.

Assistant III, University of California, President's Office, Oakland CA.

2002 – 2006

Drawing upon knowledge of University business and finance policies and procedures, complete necessary documents to initiate accounts payable and accounts receivable processing. Prepare travel vouchers, check requests, entertainment check requests. Process vendor invoices for payment. Process checks for deposit into accounts. Ensure that appropriate documentation is submitted with all transactions. When such documentation is not provided, incumbent is responsible for contacting vendors, university departments and external agencies to and request documentations. Determine and obtain signatures when exceptional is necessary. Ensure that departmental files are maintained.

Assistant II, University of California, President's Office, Oakland CA.

1999 – 2000

Provide direct administrative support for Management staff. Arrange travel for staff and prepare reimbursement forms. Manage calendars, develop, implement and manage electronic and paper filing systems for document control. Assist with departmental accounting procedure. Primary PAC processor related to financial transactions such as purchases, reimbursements and stipends; answer inquiries and resolved problems expeditiously. Prepare invoice payment forms for meetings. Process invoices and expenditure documents ensuring timely distribution. Develop, implement and manage financial database. Coordinate conference calls and videoconference for internal and external staff. Place orders for office supplies. Submit repair requests, arrange office moves, schedule and maintain LAO conference room and other conference rooms. Participate as part of the Laboratory Administrative staff team to resolve workload issues and office needs.

Education:

Vista College A.A.
Hayward - Business Management (in progress)

Certified: Oasis PAC (Purchase and Accounts Payable)

Express Travel System, Bruin Buy System, Customer Service

Software: Oasis Applications

Adobe Acrobat
Adobe Illustrator 8.0 & 9.0

Express System

Office 9
PC and MAC knowledgeable

Bruin Buy System

On-line Federal Express System

Tatiana Larkin

run the rehearsals. Maintain the show throughout the run of the show, as rehearsed. Give announcements and distribute information, give specific instructions required for the rehearsal period, create and maintain a check-in list for tech rehearsals and performances.

Usher's New Look, ATL - Usher's Voter Registration Campaign **2008**
East Bay Regional Coordinator

Collected and assimilates information needed for ballot preparation and placed it into an organized format. Coordinated voting activities with festival, outdoor events, city sports events, and schools by providing officials with information concerning the voting process and campaign financing and notifies them of requirements as set forth by law, rules and Secretary of State notices. Carry out training materials and provide training for election participants. Planned and organized the duties and activities of the voter registration campaign volunteers. Maintain an invoice log and records payments as they are received. Coordinated the photography, video footage and brought media awareness for each voter registration event.

Oakland Natives Give Back, CA **2008-2009**
Project Management/Event Planner

Direct and manage project development from beginning to end. Define project scope, goals and deliverables that support business goals in collaboration with senior management. Develop full-scale project plans and associated communications documents. Effectively communicate project expectations to team members and in a timely and clear fashion. Liaise with project partners on an ongoing basis. Estimate the resources and participants needed to achieve project goals. Draft and submit budget proposals, and recommend subsequent budget changes where necessary. Determine and assess need for additional staff and/or consultants and make the appropriate recruitments if necessary during project cycle. Set and continually manage project expectations with team members. Plan and schedule project timelines and milestones using appropriate tools. Develop and deliver progress reports, proposals, requirements documentation, and presentations. Determine the frequency and content of status reports from the project team, analyze results, and troubleshoot problem areas, define project success criteria and disseminate them to involved parties throughout project life cycle, build, develop, and grow any business relationships vital to the success of the project

MPrint Music, CA **2008**
Video Production Coordinator

Attending and timing rehearsals, overseeing timings during a shoot, and cueing pre-recorded material; organizing the production and distribution of scripts, producing timing schedules, shot lists and logs for post-production. Liaising with writers, artists' agents, members of the public and publicity staff; coordinating and communicating production resources and facility arrangement; booking and/or coordinating artists and performers, cameos, make-up and fashion stylists, catering, accommodation, equipment and flights for performers and crew. Working closely with the producer, director and production team by attending and coordinating planning meetings, ensuring continuity, both on location and in the studio and keeping accurate shot lists; dealing with production enquiries from members of the public; conducting research and completing all necessary paperwork in relation to the above tasks.

Fashion on the Square, CA **2008**
Event Support

Meet with the FOTS Board to discuss event layout, discussed and contributed to promotional and outreach ideas, attended and participated in rehearsals, outreached to potential vendors, stuffed VIP gift bags, assisted vendor set-up and crowd control, day of. Maintained VIP and general entrance, worked closely with security, maintained vendor material log (tent walls, chairs, tables, vendor pins, etc), point of contact for vendor questions and/or concerns, lead assistant to youth volunteer for crowd control and VIP gift hand out and after event clean up coordinator.

Juneteenth Festival, San Francisco, CA **2004 - 2004**
Event Coordinator Stage A

Meet with the Juneteenth Board to discuss budget and event layout. Coordinated audition location, process and selected talent. Present at all he/she communicates remotely with technical crew and calls all cues for lighting and sound effects, as well as coordinating the run crew for any scene changes that may be called for. Deal with discipline problems within the cast, as well as various administrative tasks relating to the cast, performances, Coordinate performing artist for stage A, negotiate contracts and payments for Juneteenth festival, Create forms for talent and merchandiser, promote and market to local vendors for the Juneteenth fashion,

Rassels Monthly Networking Showcase, San Francisco, CA **2003-2003**
Creator/ Production Lead

Act as primary product knowledge resource for guests. Stay current of upcoming events within the club promote showcase events. Establish positive relationships with guests. Inform Club owner of any problems or potential

Tatiana Larkin

problems. Post flyers that are developed by graphic artist, organize brochures, reading materials coordinate and maintain information pertaining to the showcase within the facilities. Offering excellent customer service assistance to guest with questions, inquires, Once guest enter the facilities greet them and make sure that they are enjoying themselves, anyone interested in performing obtain information for next showcasing. Announcing acts, assisting the artists if they have any questions regarding the stage and equipment. Making sure that the Engineering operation is running smoothly. If the act has any special inquires or questions are able to assist them as well. Maintain use of proper forms (when there is a show taking place they fill out the form for engineer's info; for a successful show) Track forms through weekly logging (keeping a bio of what artists come in and out of Rassalles and tracking the pos./neg. results) keep an up to date calendar of the events happening @ Rassalles (via internet) Send out bulk e-mail reminding our guest of special events taking place. Questioner box (if anyone has any questions about the facilities they have the ability ask with a quick response via their e-mail, address and phone left). Suggestion box (if our customers have any suggestions or ideas to improve the club). Information cards (that would pass out to customers to fill out). Mailing list

Chris De Benedetti

EXPERIENCE

Author, 2007-2008

GAMEFACE – PUBLISHED BY VIRGINBOOKS USA

- Co-authored a non-fiction book about the scandals of mainstream sports; the book was published in September, 2008

Reporter, 2005-2007

THE OAKLAND TRIBUNE (daily newspaper: Oakland/Fremont, Calif.)

THE ARGUS (daily newspaper: Oakland/Fremont, Calif.)

- Covered Fremont city government
- Covered the Sundance Film Festival from 2006-07
- Wrote news, feature and profile stories as part of ANG Newspapers
- Won CNPA statewide award for sports business coverage

Marketing Assistant, 2004-2005

VALIDARE, INC. (Healdsburg, Calif.)

- Worked in marketing department at health care-related company
- Wrote marketing materials and edited copy before release
- Performed a wide range of administrative duties

Reporter, 2001-2004

THE OAKLAND TRIBUNE (daily newspaper: Oakland/Hayward, Calif.)

THE DAILY REVIEW (daily newspaper: Oakland/Hayward, Calif.)

- Worked as staff writer covering East Bay schools
- Wrote news, feature and profile stories as part of ANG Newspapers

Reporter/Producer, 2000-2001

MYPRIMETIME.COM (daily Web site: San Francisco, Calif.)

- Wrote news stories on business trends and job/career issues
- Wrote film reviews and profile stories about business leaders
- Produced story and photo packages and used HTML coding

EDUCATION

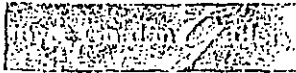
Bachelor of Arts Degree, Political Science, June 1992

UNIVERSITY OF CALIFORNIA AT SAN DIEGO (La Jolla, Calif.)

COMPUTER SKILLS

Proficient with Microsoft Word and Excel

*Arts
Commission*



408 14th Street Oakland, CA 94612 510-465-8928 www.joycegordongallery.com

Biography: Joyce Gordon

"All that can happen is that I lose my house and my car."

Joyce Gordon recognized an awesome talent and high concentration of artists in the Bay area. The artistic community in Oakland was abundant, yet under the radar. With the opening of her gallery, Joyce Gordon has given the city of Oakland and the art world a unique gift: an elegant, spacious venue for both established and emerging artists to connect with larger audiences.

A native of Louisiana, Joyce Gordon came to the Bay Area as a child and grew up in Berkeley. She graduated from Berkeley High and was impacted as a young woman by the creativity and free spirit of the city rising out of the rebellion and protest of the times. Joyce's journey to gallery ownership began as a student at the California College of the Arts. During her studies she organized and hosted art parties for many of her peers. She later parlayed her talents, keen eye for detail, and aesthetic into a successful course of study in textile design. She subsequently sold art for several years before pursuing her goal of opening her own gallery.

Joyce has always been drawn to creative-thinking people. Although she did not pursue an artist's career, she is passionate about creating opportunities for artists and bringing their works to the public.



Gallery Statement

Our purpose is found in the wholeness of our family, in the respect we give to every individual in his search for art, in the love for the culture we have inherited, and in the cultures we have experienced. It is found in our belief that the art we exhibit should represent the best part of all of us in the Bay Area, in the US, and the world.

Our gallery is dedicated to the creative pursuit of the individual and seeks to make such work accessible to a broad audience. The **Joyce Gordon Gallery** is the first commercial gallery dedicated primarily to Oakland-based and Bay Area artists, celebrating the unique creativity of one of the most culturally diverse cities and regions in the country. In addition to providing local artists with opportunities to exhibit, the **Joyce Gordon Gallery** also provides creative and cultural exchanges with artists from other countries and US cities. This gives local patrons and artists an excellent chance to experience other perspectives while introducing patrons in other regions to the creativity, energy, and talents of our Bay Area artists.

Our gallery is more like a museum than a gallery. The elegant and inviting space with its high ceilings allows artwork to breathe and guests to move freely and comfortably. **Joyce Gordon Gallery** is not only a canvas for cultural and creative expression, is it a discovery place for students and the greater community. The gallery holds workshops and seminars led by some of the most talented artists and teachers in the area.

We are proud to represent and exhibit some of the most inspirational, gifted, and visionary artists in the country, who continually challenge us all to grow, think, and be free.

Avant-garde. Classic.

Progressive. Abstract. Tangible.

Spirit. Energy. Soul.

We are art.

This is the Joyce Gordon Gallery.

Jacqueline Beal Boggan

Human Resources Professional

Broadly experienced human resources professional who has managed budgets and staff for higher education, public sector, health care, and hospitality environments. Strategic partner who is skilled in written and verbal communications in union and non-union organizations. Proven generalist who has effectively collaborated at all levels of the organization. Ability to resolve issues to achieve organizational objectives.

Areas of Expertise:

Employee and Labor Relations

Benefits Administration

Policies and Procedures Administration

Work Experience

American Baptist Homes of the West; Pleasanton, Ca.

10/03 – 6/07

Human Resources Director

Manages the human resources function which includes but is not limited to: recruitment and staffing, labor negotiations, grievances, worker's compensation claims management, coordination of retirement and COBRA benefits, and implementation of corporate personnel policies and procedures. Responds to EEO claims and conducts the investigations when necessary. Utilizes Human Resources Information System and administers the health and welfare program.

Human Resources Consulting

3/00-8/03

Provided human resources consulting services (developed and wrote over 200 job descriptions and a human resources procedures manual) to both private and non-profit organizations (Madame Walker Urban Life Centre; Christian Theological Seminary; Thompson Distribution, Inc.; American United Life Insurance; and Indianapolis Water Company Resources Corporation) in Indianapolis, Indiana

Kansas City Area Transportation Authority; Kansas City, Mo.

6/97-8/99

Director of Human Resources

Managed the human resources and risk management functions in a union (ATU) environment of over 750 employees. Overall responsibility for recruitment, testing, benefits administration, employee relations, and the writing of RFP's. Liaison to corporate counsels, investment managers, auditors, and custodial trustees of the Union Pension Fund. Coordinated management training.

- Developed and implemented a first-time employee directory.
- Created and designed first-ever employee orientation.
- Made insurance recommendations to Board with 98% of recommendations passed.

- Managed effectively a \$500,000 budget.
- Developed recruitment program to improve level and quality of service for the company as it grew.

University of California at Berkeley; Berkeley, Ca.

6/86-10/96

Senior Administrative Analyst

Administered the human resources operations for an international program facility. Met with union officials to resolve labor issues.

- Taught 20-week management development course for entire campus.
- Part of a team that initiated and participated in design and development of campus-wide literacy program which served over 500 employees.
- Provided technical assistance in development of Core Competencies Certification program for University Business Officers for eight campuses.

Alameda County Health Care Services Agency; Oakland, CA

2/85-6/86

Management Specialist

Coordinated the operations of the Human Resources Office which included Management Support Services, Examination, and Affirmative Action/EEO Units. Supervised a staff of 8 specialists and clerical staff. Acted in the absence of the Director of Human Resources.

- Served as liaison with County Administrator, County Counsel, and County Personnel Departments.
- Prepared reports and participated in special projects/committees.
- Provided direction for the Management Information System for the Office of Human Resources.
- Communicated and provided direction to Agency operating departments to ensure compliance with established procedures and standards.

Education

M.A. Organizational Psychology, University of Michigan

B.A. Psychology, University of the District of Columbia

Certificates

- Model-Netics Associate; Main Event Management Institute
- How To Be A Better Trainer; Keye Productivity Center
- The Interaction Method; Facilitator Institute

Membership

- Society for Human Resource Management

Training and Facilitation

University of California at Berkeley

Training and Development Unit

September 1992-May 1995

Project D.A.R.E.

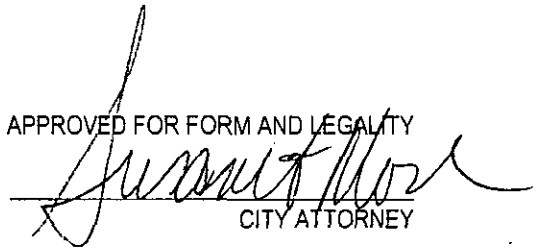
Diversity Training

September 1988-1990

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2009 OCT -8 PM 5: 23

APPROVED FOR FORM AND LEGALITY


CITY ATTORNEY

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION APPOINTING JACINDA ABARIAN, ERIC FARBER, STEPHANIE D. GETER, SEAN KENNEDY, TATIANA LARKIN, AND CHRIS DE BENEDETTI AND REAPPOINTING JOYCE GORDAN AND JACQUELINE BOGGAN AS MEMBERS OF THE CULTURAL AFFAIRS COMMISSION

WHEREAS, Ordinance No. 11323 C.M.S. creates the Civil Service Board whose members are nominated by the Mayor and approved by the City Council; and

WHEREAS, Ordinance No. 11778 C.M.S. specifies that members of the Cultural Affairs Commission are to serve three year terms, which are to be staggered so that some appointments will expire every year, and appointments to fill a term of office are only to be for the remainder of that term; now, therefore, be it

RESOLVED, that by the nomination of the Mayor, the following individuals are hereby appointed /reappointed to the term set forth below:

Jacinda Abcarian, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat previously held by Marcel Diallo.

Eric Farber, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat previously held by Uday Joshi.

Stephanie D. Geter, Mayoral appointment to serve the term beginning May 8, 2008 and ending May 7, 2011, filling the seat previously held by Nicole Neditch.

Sean Kennedy, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat previously held by Jonathan Owens.

Tatiana Larkin, Mayoral appointment to serve the term beginning May 8, 2007 and ending May 7, 2010 filling the seat previously held by Lolita Ratchford.

Chris De Benedetti, Mayoral appointment to serve the term beginning May 8, 2009 and ending May 7, 2012, filling the seat previously held by Esteban Sabar.

Joyce Gordon, Mayoral reappointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat she previously held.

Jacqueline Boggan, Mayoral reappointment to serve the term beginning May 8, 2009 and ending May 7, 2012 filling the seat she previously held.

FURTHER RESOLVED, that failure of a board or commission appointee to abide by the City of Oakland's Conflict of Interest Code shall be cause for removal pursuant to section 601 of the City Charter.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES- BRUNNER, KERNIGHAN, NADEL, QUAN, BROOKS, REID, CHANG, AND PRESIDENT DE LA
FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST:

LATONDA SIMMONS
Interim City Clerk and Clerk of the Council
of the City of Oakland, California